

CleanCheck[®]
TRAINING SYSTEM

HARD FLOOR CARE





Welcome to your CleanCheck Training System

Congratulations, you have made an investment in employee professionalism and performance by selecting the CleanCheck Training System for your staff training and education needs. CleanCheck ensures that your staff will master the proper cleaning procedures that promote a safe and clean environment. Complete with bilingual video tutorials, training manuals, on-the-job cards and testing tools, CleanCheck is a thorough program that trains employees and keeps you compliant.

Training Videos

The CleanCheck Training Videos provide step-by-step procedural instruction on cleaning specific areas in your facility. Each video module covers the cleaning process end-to-end, but is also offered in single chapters so specific tasks can be easily revisited or re-trained. Available in both English and Spanish, CleanCheck video modules also offer DVD or web-based viewing to meet the needs of your diverse and dispersed organization.

Color-coded Product Categories

CleanCheck utilizes color-coded product categories to identify which products are right for the job. Displayed as colored/numbered dots throughout the videos, cards and manual, CleanCheck includes corresponding stickers that can be applied to the actual product containers so there is a direct association between each chemical and the cleaning category identified in the training and CleanCheck job cards. This provides more assurance that the right product is used for each cleaning challenge.



Glass Cleaner



Disinfectant



All Purpose Cleaner



Air Freshener



Carpet Care



Degreaser



Stripper



Finish/Wax/Seal



Specialty Cleaner



Laundry Care

Training Manual

The CleanCheck Training Manual includes detailed instructions on proper cleaning and procedures. Pages can be used as a handout during employee training, or a reference for employee training and re-training. As with all CleanCheck components, images and color-coded product categories reinforce the procedures taught in the instructional video modules.

On-the-job Cards

The CleanCheck job cards allow employees to perform each cleaning step with confidence when they're ready to clean by themselves. Housed with dual rings, you can easily separate and customize your card sets based on which employees will need which job cards depending on their cleaning tasks. Employees can simply check off each step as it's completed with the provided erasable pen.

CleanCheck job cards follow the procedural instructions covered in the video modules, so it's a good idea to have the cards on hand during your staff's initial training. This way, employees can quickly correlate the images on the videos with the cards. In fact, you should encourage employees to check the steps of each procedure as each is completed in the video/DVD. This is a great way to promote audience participation and reinforce use of the jobs cards.



Online Testing, Tracking and Certification

When training is complete, you can reward employees for a job well done. Simple tests and personalized certificates for each area are included with the CleanCheck system. Online testing is available and will provide trackable results for each employee. Test questions focus on the basic concepts, while correct answers facilitate success and professional workmanship. Present these certificates with enthusiasm. Your employees will appreciate you taking pride in their work.

The CleanCheck Hard Floor Care module will guide you through proven procedures to ensure you get the job done right. In addition to initial training, the laminated CleanCheck cards should be used as routine cleaning checklists to reinforce these proper procedures.

Some cleaning procedures apply to every environment. Prior to beginning the Hard Floor Care module, you should complete CleanCheck certification for the GHS HAZCOM module.

Remember to assess the area to be cleaned before starting any cleaning procedure. As a rule, you will want to work from a top-down, left-to-right pattern, working your way out of the area. Should you have any questions, be sure to consult your supervisor before starting work.

Routine Cleaning: Dust Mop

OVERVIEW OF REQUIRED STEPS

1. Gather Supplies and Apply Personal Protective Equipment
2. Remove Furniture
3. Sweep Out Corners and Crevices
4. Spray Dust Mop
5. Dust Mop Floor
6. Pick Up Soil and Debris
7. Vacuum Dust Mop

REQUIRED PRODUCTS

9

Specialty Cleaner



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies, as directed, for the hard floor care procedures you will perform during your shift. Equipment and products may include: dust mop treatment, dust mop, broom or counter brush, dust pan, scraper or putty knife, vacuum.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Remove Furniture

Remove all movable furniture and floor mats from the area to be cleaned.



3. Sweep Out Corners and Crevices

Use a broom or counter brush to sweep corners and crevices. Pick up visible soil with a dust pan and dispose of any debris before you begin to dust mop the area.

9



4. Spray Dust Mop

Next, spray the dust mop with Dust Mop/Dust Cloth Treatment.



5. Dust Mop Floor

Begin by pushing the mop directly ahead while walking forward. At the end of each pass, pivot your mop without lifting it off the floor. Return the same way you came, making a two-or three-inch overlap. Dust mop the entire floor.



6. Pick Up Soil and Debris

Once the entire area has been dust mopped, use your counter brush and dust pan to pick up any remaining debris, and discard it into the trash receptacle.



7. Vacuum Dust Mop

Vacuum out dust mop and return all equipment to storage.

Depending on the area to be cleaned, your supervisor may have you wet clean the floor with a damp mop or auto scrubber.

Routine Cleaning: Damp Mop

OVERVIEW OF REQUIRED STEPS	REQUIRED PRODUCTS
<div><div>1. Perform Complete Dust Mop Procedure</div><div>2. Place “Wet Floor” Signs</div><div>3. Prepare Neutral Cleaner and Gather Supplies</div><div>4. Damp Mop: Bucket System</div><div>5. Replace Mats and Furniture, and Remove “Wet Floor” Signs</div><div>6. Clean and Return Equipment to Storage Room</div></div>	<div><div>3</div><div>All Purpose Cleaner</div></div>



1. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



2. Place “Wet Floor” Signs

Place “Wet Floor” signs at every entrance of the area being cleaned.

3



3. Prepare Neutral Cleaner and Gather Supplies

You will need to gather additional supplies for the damp mop procedure. First, fill a mop bucket with neutral cleaner solution or fill your flat mopping system, using your Spartan dispensing system to ensure chemical safety and accurate dilution. Also, when using a microfiber system, select a blue or green mop for all-purpose cleaning.



4. Damp Mop: Bucket System

Begin by dipping your mop into the solution compartment and wringing it out. When mopping an area, start at the farthest corner and work backward, toward the entrance. Be sure to also keep your mop bucket on the un-mopped portion of the floor. When the mop appears to become loaded or the floor streaks, rinse mop in the bucket and continue. When the solution in the bucket becomes saturated such that you can't see the bottom of the bucket dump bucket, rinse and refill. If using microfiber, when your microfiber mop head becomes heavily soiled, switch to a new head storing the used one in a bag until you finish the area.

Continue this process until the entire area is completely cleaned.



5. Replace Mats and Furniture, and Remove “Wet Floor” Signs

When the floor is completely dry, remove “Wet Floor” signs from all entrances. Then, return any furniture that had been removed from the area.



6. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, rinse out or wash wet mop heads and empty and rinse the mop bucket.

Routine Cleaning: Autoscrub

OVERVIEW OF REQUIRED STEPS

1. Perform Complete Dust Mop Procedure
2. Place “Wet Floor” Signs
3. Gather Supplies and Apply Personal Protective Equipment
4. Autoscrub Floor
5. Replace Mats and Furniture, and Remove “Wet Floor” Signs
6. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS

3

All Purpose Cleaner



1. Perform Complete Dust Mop Procedure

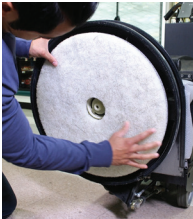
Follow the steps on your Routine Cleaning: Dust Mop Checklist.



2. Place “Wet Floor” Signs

Place “Wet Floor” signs at every entrance.

3



3. Gather Supplies and Personal Protective Equipment

Gather supplies and apply personal protective equipment. This may include Autoscrubber, appropriate pad or brush, a clean damp mop for the small puddles, trails, or any hard to reach areas.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.

Check to make sure your pad - generally red or white- or soft bristle brush and squeegee are clean before operating the auto scrubber. Begin by filling the auto scrubber with fresh water and the correct amount of neutral cleaner.



4. Autoscrub Floor

Be sure to scrub the floor with overlapping passes. If a trail of solution is left, be sure to mop it up before leaving the area.



5. Replace Mats and Furniture, and Remove “Wet Floor” Signs

When the floor is completely dry, remove “Wet Floor” signs from all entrances. Then return any furniture that had been removed from the area.



6. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, Rinse out or wash wet mop heads, and Empty and rinse the autoscrubber. Be sure to rinse pads, brushes, recovery tanks, and squeegee to maximize the life of your tools.

Depending on the amount of foot traffic and other expectations for your floor, you may choose to high speed burnish, spray buff, or apply floor finish restorer to protect your floor.

Gloss Protection: High Speed Burnish Electric

OVERVIEW OF REQUIRED STEPS	REQUIRED PRODUCTS
<div><div>1. Gather Supplies and Apply Personal Protective Equipment</div><div>2. Perform Complete Dust Mop Procedure</div><div>3. Perform Complete Damp Mop/Autoscrub Procedure</div><div>4. High Speed Burnish the Floor: Electric</div><div>5. Clean and Return Equipment to Storage Area</div></div>	



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: neutral floor cleaner, floor finish restorer, high speed burnisher, burnishing pads, dust mop, dust mop treatment, wet floor signs, mop bucket and wringer.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



3. Perform Complete Damp Mop/Autoscrub Procedure

Wet clean the floor by following the steps on your Routine Cleaning: Damp Mop or Autoscrub Checklist.



4. High Speed Burnish the Floor: Electric

For high speed burnishing applications, make sure the floor is completely dry after wet cleaning. Then, place the appropriate high speed pad based on your machine, finish, and frequency. Start along the baseboard at the farthest point from the entrance and closest to a wall plug to prevent cord hang up. Bring the machine up to speed, then contact the floor with the pad, and push the burnisher forward.

Move in a straight line and overlap each pass. Remember to raise the machine before turning at the end of the pass. Do not stay on the same area for too long. Continue this process until the entire area has been burnished.

Dust mop the floor after you have completed burnishing.



5. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, and removing the pad and pad drive from the burnisher.

Gloss Protection: High Speed Burnish Battery

OVERVIEW OF REQUIRED STEPS

1. Gather Supplies and Apply Personal Protective Equipment
2. Perform Complete Dust Mop Procedure
3. Perform Complete Damp Mop/Autoscrub Procedure
4. High Speed Burnish the Floor: Battery
5. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: neutral floor cleaner, floor finish restorer, high speed burnisher, burnishing pads, dust mop, dust mop treatment, wet floor signs, mop bucket and wringer.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



3. Perform Complete Damp Mop/Autoscrub Procedure

Wet clean the floor by following the steps on your Routine Cleaning: Damp Mop or Autoscrub Checklist.



4. High Speed Burnish the Floor: Battery

For high speed burnishing applications, make sure the floor is completely dry after wet cleaning. Then, place the appropriate high speed pad on your machine based on machine, finish, and frequency. Be sure to check your charge level before beginning. Start along the baseboard at the farthest point from the entrance. Bring the machine up to speed, then contact the floor with the pad, and move forward.

Move in a straight line and overlap each pass. As appropriate raise the machine before turning at the end of the pass. Do not stay on the same area for too long. Continue this process until the entire area has been burnished.

Dust mop the floor after you have completed burnishing.



5. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, and removing the pad from the burnisher.

Gloss Protection: High Speed Burnish Propane

OVERVIEW OF REQUIRED STEPS	REQUIRED PRODUCTS
<ul style="list-style-type: none">1. Gather Supplies and Apply Personal Protective Equipment2. Perform Complete Dust Mop Procedure3. Perform Complete Damp Mop/Autoscrub Procedure4. High Speed Burnish the Floor: Propane5. Clean and Return Equipment to Storage Room	



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: neutral floor cleaner, floor finish restorer, high speed burnisher, burnishing pads, dust mop, dust mop treatment, wet floor signs, mop bucket and wringer and hearing protection.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



3. Perform Complete Damp Mop/Autoscrub Procedure

Wet clean the floor by following the steps on your Routine Cleaning: Damp Mop or Autoscrub Checklist.



4. High Speed Burnish the Floor: Propane

For high speed burnishing applications, make sure the floor is completely dry after wet cleaning. Be sure you have plenty of propane. Then, place the appropriate high speed pad on your machine. Start along the baseboard at the farthest point from the entrance. With the pad in the air start the machine. After it has warmed up, bring the machine up to speed, then contact the floor with the pad, and push the burnisher forward.

Move in a straight line and overlap each pass. Remember to raise the machine before turning at the end of the pass. Do not stay on the same area for too long. Continue this process until the entire area has been burnished.

Dust mop the floor after you have completed burnishing.



5. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, and removing the pad and pad drive from the burnisher.

Gloss Protection: Spray Buff

OVERVIEW OF REQUIRED STEPS

1. Gather Supplies and Apply Personal Protective Equipment
2. Perform Complete Dust Mop Procedure
3. Perform Complete Damp Mop/AutoScrub Procedure
4. Spray Buff the Floor
5. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS

8

Finish/Wax/Seal



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: spray buff, low speed floor machine, floor pads, dust mop, wet floor signs, mop bucket and wringer.

Anytime you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



3. Perform Complete Damp Mop/Autoscrub Procedure

Wet clean the floor by following the steps on your Routine Cleaning: Damp Mop or Autoscrub Checklist.

8



4. Spray Buff the Floor

For spray buff applications, prepare your solution as directed on the product label, or choose a Ready-to-Use product. Then select a red or white pad for your low-speed, floor machine. Lightly spray a 3 by 3 area on the side of the machine, and buff the area until the product is dry.

Continue this process until the entire area has been spray buffed. Remember to turn the pad frequently to avoid product loading on the pad. Finish by dust mopping the area.



5. Clean and Return Equipment to Storage Room

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, removing the pad and pad drive from the floor machine and rinsing pad and dispose of it when it does not clean up.

Gloss Protection: Floor Finish Restorer

OVERVIEW OF REQUIRED STEPS

- 1. Gather Supplies and Apply Personal Protective Equipment
- 2. Perform Complete Dust Mop Procedure
- 3. Perform Complete Damp Mop/Autoscrub Procedure
- 4. Restore Floor
- 5. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS

8 Finish/Wax/Seal



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: neutral floor cleaner, floor finish restorer, high speed burnisher, burnishing pads, dust mop, dust mop treatment, wet floor signs, mop bucket and wringer.

Anytime you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.



3. Perform Complete Damp Mop/Autoscrub Procedure

Wet clean the floor by following the steps on your Routine Cleaning: Damp Mop or Autoscrub Checklist.

8



4. Restore Floor

Be certain that the floor is clean and dry before you apply floor finish restorer. When using a conventional mop-on process, begin by lining an empty mop bucket. When using a designated microfiber floor finish application system, liners are not necessary.

Dilute the floor finish restorer as directed on the product label. Dip a clean finish mop into the floor finish restorer and wring it out. Then, start mopping at the farthest corner from the entrance. In six- to eight-foot sections, apply a thin coat of floor restorer in a figure-eight motion. Re-wet your mop as needed. Allow the restorer to dry thoroughly and burnish or buff the floor as necessary.

Alternatively, if there is a large area to be restored, you may consider using an auto scrubber to save labor costs. First, check to make sure your pad or brush and squeegee are in place prior to operating the auto scrubber. Then, fill the auto scrubber with fresh water and the correct amount of the proper floor finish restorer.

Be sure to use overlapping passes with your auto scrubber as you cover the entire area. Remember to allow the restorer to dry thoroughly and burnish or buff as necessary.



5. Clean and Return Equipment to Storage Room

When the floor is completely dry, remove “Wet Floor” signs from all entrances. Then return any furniture that had been removed from the area.

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, and empty and rinse the mop bucket or auto scrubber. If using autoscrubber, be sure to thoroughly flush all remaining solution from the machine rinse tanks and squeegee. Remove the pad from the burnisher and rinse. Dispose of the pad when it does not clean up.

Interim Floor Care: Top Scrub and Re-Coat

OVERVIEW OF REQUIRED STEPS

1. Gather Supplies and Apply Personal Protective Equipment
2. Perform Complete Dust Mop Procedure
3. (Option 1) Top Scrub: Autoscrub
3. (Option 2) Top Scrub: Low-Speed Floor Machine
4. Re-Coat Floor
5. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS

3

All Purpose Cleaner

8

Finish/Wax/Seal



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: Top Scrub cleaner, low speed floor machine, floor pads, dust mop, wet floor signs, mop bucket and wringer.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedures

Follow the steps on your Routine Cleaning: Dust Mop Checklist.

3



3. (Option 1) Top Scrub: Autoscrub

If you have a large area to be scrubbed, use an auto scrubber to improve your productivity.

To prevent injury, place a “Wet Floor” sign at each entrance of the area to be cleaned. Fill your auto scrubber with properly diluted top scrub cleaner. Using your auto scrubber and the desired pad, scrub the floor. Pick up the dirty solution and rinse the floor with clean water. Repeat this process as necessary until all embedded soils are removed.

Continue this procedure until the entire floor has been top scrubbed.

Finally, wipe all baseboards with clean water, and allow all areas to dry thoroughly.

3



3. (Option 2) Top Scrub: Low-Speed Floor Machine

If you have a smaller area to scrub and re-coat, you will likely deep scrub with a low-speed floor machine and a wet/dry vacuum.

To prevent injury, place a “Wet Floor” sign at each entrance of the area to be cleaned. Next, dilute the top scrub cleaner, as directed, in one mop bucket. Apply the solution to a 10 by 10 area. Allow the solution to remain on the floor for 5 minutes. Then, using your low-speed floor machine and a red, green, or blue pad, scrub the floor.

Pick up the dirty solution with your wet/dry vac. Then, damp mop rinse the area with clean water.

Continue this procedure in 10 by 10 sections, until the entire floor has been top scrubbed.

Finally, wipe all baseboards with clean water, and allow all areas to dry thoroughly.

8



4. Re-Coat Floor

After your top scrub application is complete and the floor is dry, apply the desired number of coats of floor finish. When using a conventional string finish mop, begin by pouring the finish into a clean, lined mop bucket. When using a designated microfiber floor finish application system as shown here, liners are not necessary. Saturate the mop head, then start at the farthest corner from the door, framing a 10 by 8 area with your mop.

Fill in the area using a figure-eight pattern, turning the mop frequently, and applying the finish all the way to the baseboard.

Work backward, toward the door and continue working side by side, in sections, until the entire area is finished. Apply additional coats of floor finish if necessary. Be certain that you allow the finish to dry thoroughly after applying each coat.



5. Clean and Return Equipment to Storage Room

When the floor is completely dry, remove “Wet Floor” signs from all entrances. Then, return any furniture that had been removed from the area.

Finally, clean your equipment and return it to its proper storage place. Be sure to follow local regulations when disposing of remaining floor care chemicals.

Complete Strip Out, Seal, & Finish

OVERVIEW OF REQUIRED STEPS

1. Gather Supplies and Apply Personal Protective Equipment
2. Perform Complete Dust Mop Procedure
3. Strip and Rinse
4. Seal and Finish
5. Mark Floor and Add Additional Coats
6. Clean and Return Equipment to Storage Room

REQUIRED PRODUCTS

7

Stripper

8

Finish/Wax/Seal



1. Gather Supplies and Apply Personal Protective Equipment

Gather necessary cleaning supplies as directed. Equipment and products may include: Floor finish remover, baseboard stripper, floor neutralizer, floor machine, Wet/ Dry vacuum, Wet floor signs, mops, mop bucket and wringer.

Any time you clean with chemicals, make sure you use personal protective equipment, as directed on the Safety Data Sheets for the cleaning products being used.



2. Perform Complete Dust Mop Procedure

Follow the steps on your Routine Cleaning: Dust Mop Checklist.

7



3. Strip and Rinse

After dust mopping, protect thresholds to contain stripping solution. You may also choose to protect cabinetry or other stationary furniture by applying tape along the edges.

Before stripping the floor, you will need to determine the correct concentration for the floor finish remover.

For this process you will need 3 cups, your preferred floor finish remover, a towel or rag, and 4 – 8 oz of water.

Step 1: After applying PPE, using the cap on your floor finish remover, add one part of concentrate to each of the 3 cups.

Step 2: In the first cup add one capful of water. In the second cup add 4 capfuls of water. In the 3rd cup add 8 capfuls of water.

Step 3: Pour a small amount of each concentration in a separate test patch, being sure to not allow them to bleed together and wait 5 minutes.

Step 4: Using a towel or rag, firmly pull through each patch one time to remove the solution.

Step 5: Using a different gloved finger for every test patch, pat each spot to determine if all finish has been removed. For the correct concentration, the tile will feel smooth and not sticky or tacky.

To prevent injury, place a “Wet Floor” sign at each entrance of the area to be cleaned.

Next, prepare the floor stripper product as directed. Carefully apply baseboard stripper to the baseboards and 3 inches of the floor’s edge. Let the baseboard stripper set for 5 minutes. Then agitate the baseboard and floor edge with a doodlebug.

Rinse the baseboard and overspray the area with clean water.

Then, apply the stripper solution with a mop onto a manageable 10 by 10 area of the floor and let it set for 5 to 10 minutes. Be certain to keep the stripper wet.

Using your single-disc floor machine and a clean stripping pad, scrub the floor.

Next, pick up the dirty solution using a wet/dry vacuum or auto scrubber. If your stripper product requires it, apply neutralizer liberally to the floor with mop. Pick up the solution with a wet/dry vac.

Rinse the floor well with clean water.

Repeat this process until the entire floor is stripped.

8



4. Seal and Finish

Before re-coating, make sure that your floor is completely dry.

When using a designated microfiber floor finish application system as shown here, liners are not necessary. When using a conventional string finish mop, pour the floor sealer into a clean, lined mop bucket.

Saturate your mop head and wring it out. Then, start at the farthest corner from the door and frame a 10 by 8 area with your mop.

Fill in the area using a figure-eight pattern, turning the mop frequently, and applying the sealer all the way to the baseboard.

Work backward toward the door and continue working side by side, in sections, until the entire area is sealed.



5. Mark Floor and Add Additional Coats

When the floor is completely dry, mark the coat using a pencil or ball point pen for future maintenance and repeat step 4 until you have reached desired results. Usually a minimum of 100% solids on the floor.



6. Clean and Return Equipment to Storage Room

When the floor is completely dry, remove "Wet Floor" signs from all entrances. Then return any furniture that had been removed from the area.

Finally, clean your equipment and return it to its proper storage place. These tasks may include:

Clean your dust mop by vacuum or machine wash, empty and rinse the mop bucket or auto scrubber, removing the pad and pad drive from the floor machine, and rinsing pad and dispose of when it does not clean up.